



**ARCHITECTURAL REVIEW BOARD OF THE TOWN OF WARRENTON
TOWN HALL
21 MAIN STREET
WARRENTON, VIRGINIA 20186**

MINUTES

A REGULAR MEETING OF THE ARCHITECTURAL REVIEW BOARD WAS HELD ON MARCH 23, 2023, AT 7:00 PM IN WARRENTON, VIRGINIA

PRESENT	Ms. Laura Bartee, Chair; Ms. Virginia Gerrish, Vice-Chair; Mr. Steve Wojcik; Mr. Rob Walton, Director of Community Development;
ABSENT	Mr. John Thorsen; Ms. Karen Lavarney

CALL TO ORDER AND DETERMINATION OF A QUORUM

The meeting was called to order at 7:00 p.m., and a quorum was established. Ms. Bartee read the purpose statement.

APPROVAL OF MINUTES

Draft Minutes- February 23, 2023

Mr. Wojcik requests correction to typo on page three.

Ms. Gerrish motioned to approve the minutes for February 23, 2023, as presented. Mr. Wojcik Seconded. All in favor.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik;

Absent: Ms. Lavarney; Mr. Thorsen

NEW BUSINESS

COA 23-10 75 MAIN STREET

Mr. Walton provides a brief overview of the application.

Mr. Daniel Woodward, applicant comes forward to speak.

Ms. Bartee Opens the floor to questions.

Mr. Wojcik asks for further details on the proposed door.

Mr. Woodward responds providing further details.

Ms. Bartee asks for pictures of the original building.

Mr. Woodward directs the board to photos of the original building.

Ms. Bartee comments on the entry alcove and concerns with changing original feature.

Mr. Woodward provides further details of proposed alterations to the entry alcove.

Ms. Bartee comments on the proposed changes to the façade.

Ms. Gerrish asks for further detail on a code violation mentioned by Mr. Woodward.

Mr. Woodward responds, elaborating on his earlier comment.

Ms. Gerrish comments on the Boards concern with structurally altering a historic structure.

Mr. Wojcik asks about the planned action for a rusted wall vent.

Mr. Woodward responds directing the Board to the proposed plans.

Mr. Wojcik asks about the material of a spot near the parapet as it appears rusted.

Mr. Woodward responds detailing proposed repairs to the area in question.

Mr. Wojcik asks about a projection from the wall.

Mr. Woodward provides details of the former sign and historical uses for the building.

Ms. Bartee asks about the proposed changes to the railing.

Mr. Woodward responds providing the requested details.

Ms. Bartee asks if Mr. Woodward is amenable to leaving the front alcove.

Mr. Woodward responds, outlining his difficulties renting properties on Main Street.

Ms. Bartee responds citing historic district guidelines.

Ms. Gerrish comments on her own experiences owning and renting a building on Main Street.

Ms. Bartee moves the discussion to begin drafting a motion.

Mr. Wojcik asks for clarification of proposed brick repair in rear of building.

Mr. Woodward clarifies work proposed for rear brick.

Ms. Bartee requests more information prior to the approval of the proposed work on the rear brick.

The Board briefly discusses a potential course of action for the rear brick work and fence.

Mr. Walton provides potential options to move the application forward.

The Board and applicant continue to a course of action.

Mr. Woodward briefly describes proposed work to rear fence.

Mr. Wojcik asks Mr. Walton if the proposed repair necessitates ARB review.

Mr. Walton responds.

Mr. Wojcik asks about separating the proposed brick repair from the application.

The Board and Mr. Walton briefly discuss potential approval conditions.

Ms. Bartee asks the Board for a motion.

Mr. Wojcik moves to approve COA 23-10 with presented approval conditions, Seconded by Ms. Gerrish.

Conditions

1. All necessary permits are acquired.
2. Wood panel shall be installed in place of AC unit to match.
3. Railing shall be removed, and existing vent shall be removed and covered with wood paneling to match.
4. Alcove shall be maintained, and
5. Alcove door and transom may be replaced with like door and transom or fixed glass and wood panel like adjacent.
6. Rear fence to be repaired.
7. All approved with exception of painting of brick on rear façade.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik;

Absent: Ms. Lavarney; Mr. Thorsen

COA 20-11 100 MAIN STREET

Withdrawn by applicant.

COA 23-14 194 EAST LEE STREET

Mr. Walton provides a brief presentation on the application.

Ms. Chelsea Greer, applicant comes forward to speak.

Ms. Gerrish asks for further information on masonry repair done and material used.

Ms. Greer provides a description of the repair work completed and the work to be completed.

Ms. Gerrish asks if the source of the damage has been corrected.

Ms. Greer responds in the affirmative.

Mr. Wojcik comments on the repairs completed.

Ms. Bartee asks for further information regarding the size of the window lintels.

Ms. Greer responds supplying information on lumber used.

Ms. Gerrish asks if the lumber is pressure treated.

Ms. Greer responds in the affirmative.

Ms. Bartee briefly describes the issues with painting pressure treated lumber.

The Board briefly discusses the approval conditions.

Ms. Bartee asks for a motion.

Ms. Gerrish moves to approve COA 23-14 with presented conditions, Seconded by Mr. Wojcik.

Conditions

1. All necessary permits are acquired.
2. Brick used for repair shall be similar age to match existing, mortar shall likewise match existing color and pattern.
3. Bricks shall be painted to match existing color.
4. Lintels shall match existing and shall be painted when cured. Approximately 6 months.
5. The existing windows shall be repaired and repainted prior to installation.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik;

Absent: Ms. Lavarney; Mr. Thorsen

COA 23-15 50 CULPEPER STREET

Mr. Walton provides a brief description of the application.

Mr. Gregory Watts, applicant, comes forward to speak.

Ms. Bartee comments on the use of vinyl signs in the updated historic district guidelines.

Ms. Gerrish asks about alternative sign materials.

Mr. Watts outlines some alternative material options and cost issues related.

Ms. Bartee asks the tenant about the HVAC unit visible from the street.

The tenant (unnamed) provides what information he can.

Mr. Wojcik asks for clarification on the sign material and its relation to the new guidelines.

The Board Briefly discusses options for sign materials moving forward.

Ms. Bartee asks the Board for a motion.

Ms. Wojcik moves to approve COA 23-15 with proposed changes to conditions, Seconded by Ms. Gerrish.

Conditions

1. All necessary permits are acquired.
2. The sign shall resurface the existing 40"x24"x1/2" wood sign.
3. The sign shall be attached to the mortar of the building in the least damaging method.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik;

Absent: Ms. Lavarney; Mr. Thorsen

COA 23-16 30 SOUTH THIRD STREET

Mr. Walton provides a brief presentation on the application.

The Board discusses the completed and proposed work.

Mr. Walton responds to all questions with information available as the applicant was not present.

The Board requests further details prior to the next meeting.

Ms. Bartee asks the Board for a motion.

Ms. Gerrish moves table COA 23-16 to the April ARB meeting, Seconded by Mr. Wojcik.

Voting Yea: Ms. Bartee, Chair; Ms. Gerrish, Vice-Chair; Mr. Wojcik;

Absent: Ms. Lavarney; Mr. Thorsen

UPDATES

Mr. Walton informs the Board that the new Historic Preservation Planner will be at next month's meeting.

BOARD MEMBERS TIME

The Board discusses HVAC units in the historic districts.

ADJOURN

Mr. Wojcik moved to adjourn. Ms. Gerrish seconded. All in favor, no discussion.

Voting Yea: Ms. Laura Bartee, Chair; Ms. Virginia Gerrish, Vice-Chair; Mr. Steve Wojcik

Absent: Mr. John Thorsen; Ms. Karen Lavarney

With no further business, this meeting was adjourned at 8:37 PM.